OFFICIAL

# FEDERAL CITY PERFORMING ARTS ASSOCIATION, INC.

Minutes
Board of Directors
Sunday, 12JAN86, 2:00 P.M.
Sumner residence

| Present: | | Absent: | Also present: |
|---|---|---|---|
| Bohn | Reynolds | Bernhardt | Brayton |
| Bowen | Sabacek | | Fromm |
| Doss | Sumner | | Van Luyn |
| Herman | Venema | | |
| Kremer | Ziskind | | |
| Maddox | | | |
| Rettenmaier | | | |

MEETING CALLED TO ORDER 2:15 P.M.

I. Minutes:

Minutes of 17NOV85 were corrected to read:

*Directors' and Officers' liability is not in place, and will await satisfactory audit cycle; property and liability insurance is in place for the Assn.

*The phrase "[Mr. Herman was happy.]" is deleted.

BOWEN moved acceptance of minutes, as corrected.
CARRIED.

Minutes of 8DEC85 were corrected to read:

*UDC provides a 900-seat house, therefore 1800 seats for two nights.

*BOHN commented that Levine School would not be ready until April, not SABACEK,

DOSS moved to accept minutes as corrected.
CARRIED.

II. Treasurer's reprot:

DOSS provided report for NOV85, and stated that there was a $2K profit for the month, and that monthly losses are turning around.
BOHN requested a policy on secutity deposits.
SUMNER requested recommendations on same from BERNHARDT and DOSS.

DOSS Moved that all security deposits from members departing the Chorus become the property of FCPAA 90-days after the departure of the member, following written notice from the Business Division.
CARRIED.

DOSS provided report for DEC85, and stated that transfer was made TO the money market account in December. The status of our accounts approximates that of last year at this time. MADDOX stated that $10-12K of expenses are pre-paid, but that it is important not to give the impression that we are flush.
DOSS: We provided $5.7K to Whitman-Walker Clinic from the Holiday Concert.
SUMNER: Our grant of $7.5K is not reflected here
SABACEK: Wants to see same money available in JUN86 as was available in JUN85--to act as a cushion, for operating expenses, and to meet ambitious plans.
DOSS: Looking for another means of producing reports.

III. Concert report:
BRAYTON provided report.
ROSENALLL: The program is about $1K over budget.
SUMNER: We are now charging-back design and type-setting charges to advertizers.
ROSENDALL: Advertizing rates are artificially low; they should be raised next year.
BRAYTON: There was a 93%-house for concerts.
Provided a letter of thanks to the church.
Expressed thanks to BOHN, NORTON, & ROSENDALL for jobs well-done.
Thanked BOARD for support and opportunity to serve.
BOARD: Applauded BRAYTON for a job well-done.
[Why do we work our asses off...?]

IV. Music division:
MUSIC DIVISION: Provided written report. [Read by SABACEK]
BOARD: Discussed attendance policies, musical preparedness and ensamble sound. Consensus was to keep status quo on policy.
BOARD: Discussed musicians.
ROSENDALL: Thought we were hiring musicians, from 1982...
ZISKIND: We should look to paying those who provide services.
MADDOX, DOSS, BOWEN: Reviewed policies and our contacts with DC Different Drummers.

BOWEN: Moved that the Music Division's Recommendations on musicians be accepted.
CARRIED.

BOWEN: Production needs sufficient information from Music by June to book halls and do brochures.

V. Production:
SUMNER: We are still owed $71.40 by Sheraton Washington.
VAN LUYN: Will schedule production meeting for March concert.
Recommended tickets at $12. and $9.

HERMAN: Priority tickets for March concert should be ordered 1-month early--9FEB86. Letter will be ready for the Capital Club & to season subscribers (with date-change for season subs). Will hold blocks of tickets if purchased up-front.
FROMM: Reviewed ticket policy, and charging tickets back to chorus members.
DOSS, ROSENDALL: Make members responsible and aware of the serious intent of BOARD.

BOHN: Moved that all "Held" tickets for concerts be prepaid.
CARRIED.

VI. Business:
SUMNER: Looking at another insurance agent. $1574. is balance on property & liability insurance.
Will prepare a list of specifications, by June, to go to a number of agencies.

VII. Mailing lists:
FROMM: Is working with two different lists: ours, and the Cultural Alliance's.
Contract costs are abour $1.2K/year to Gail Brown and Associates.
Reviewed computer costs for mailing list runs, sorts, labels, etc.
Reviewed mailing house costs for representative GMCW mailings.
JAN Quarternotes and Spring flyer will cost ca. $1.7K.
MAY Quarternotes and May flyer will cost ca. $1.7K.
For CY-85, ca. $6.2K will be spent on 7 mailings.
Recommend to go directly to the computer company.
Use messenger service directly for labels.
Seriously consider contract change for July.
Recommend: mini-computer + hard disc.
Will interface with VENEMA on computer requirements.

[Departure of DOSS and VENEMA, 4:50 P.M.]

SABACEK: Will re-schedule computerization as an agenda item.

VIII. GALA:
MADDOX: No current news from GALA.
Hotel reservations are available.

[Departure of MADDOX, ca. 5:00 P.M.]

IX. Ticket prices for June:
BOHN: Moved approval of ticket price and budget in production proposal.
CARRIED.

[Departure of FROMM, REYNOLDS, VAN LUYN, 5:10 P.M.]

X. Fund raising:
SUMNER: Ca. $13.3K received from Capital Club membership drive.
Ca. $2.7K received from matching grant letter.
BRAYTON is events coordinator for fund-raising.
WALDO is grants manager.

SUMNER Moved that WALDO be authorized to sign for grants items.
CARRIED.

XI. Community liaison:
ZISKIND provided written report.

XII. Publications:
ROSENDALL discussed graphic design for March.

BOHN Moved to adjourn.
CARRIED.

Adjourned. 5:20 P.M.

NOTE: February Board Meeting.
Rettenmaier Residence.
412 Aspen St., NW
722-0834

2 February 1986 1:00 P.M.

W. F. Rettenmaier

W. F. RETTENMAIER
Secretary